

Frequently Asked Questions About the SS/HS National Evaluation

1. Is participation required for all NET activities (e.g., site visits, surveys)?

Yes. Grantees are required to comply with all requests associated with the national evaluation as indicated in EDGAR 75.591 (page 55 of the most recent version, published June 23, 2005—the purple one) as a condition of receiving grant awards.

The NET appreciates that requests for data can be burdensome and that project directors are very busy managing the activities of the SS/HS grant. With the project director's approval, the NET can work directly with the site's local evaluator to obtain data. If data are publicly available through State agencies or school districts, the NET will pursue these avenues.

2. What feedback will sites receive from the NET?

The NET will provide some feedback to the sites in the form of site-specific data and analyses that may help inform their own efforts (see below). The NET also provides a periodic newsletter, NET Evaluation Update, that presents highlights from the evaluation, including aggregated information. Sites will not receive recommendations from the NET, other than instructions or technical assistance on compliance with the data collection requirements of the cross-site evaluation.

Instrument

Feedback to Sites

Site Visit	Individual Site Visit Report
Project-Level Survey	Frequency report in MS Word
School-Level Survey	Frequency report in MS Word; de-identified SPSS data set
School Climate Survey (Staff)	Real-time results available online; de-identified SPSS data set

3. Can the project director complete surveys for schools that haven't received any SS/HS funds?

Yes, but only if a school is scheduled to receive services during the life of the grant.

4. What role does a site's NET liaison play?

Each SS/HS grantee is assigned a NET site team comprised of a senior associate and an associate. The team will:

- ∞ Serve as the primary point of contact between the SS/HS grantee and the NET

- ∞ Maintain regular communication with the site regarding program implementation and services for which national evaluation data are collected
- ∞ Ensure that a specific member of the NET team has in-depth knowledge of the operations, goals/objectives, and activities that are planned and implemented by each site
- ∞ Conduct site visits to clarify information regarding baseline conditions, program priorities, plans for activities and the local evaluation, and other plans
- ∞ Prepare site visit reports
- ∞ Work with the grantees to ensure that national evaluation data collection requirements are met, including surveys, telephone interviews, and Partnership Inventories
- ∞ Provide prompt responses to grantee questions regarding the national evaluation

5. How should a site prepare for a NET site visit?

The sites are not required to undertake any special preparation. Prior to a site visit, the site's project director and the NET site lead will work together to select a date for the visit and identify the participants. Typically, the site visit participants include the project director (or a designee, if the project director was not involved in planning and writing the grant) and a representative of each required partner (law enforcement, mental health, and juvenile justice). At the project director's discretion, other participants may include staff from the local education agency (e.g., superintendent, grants administrator, or other staff involved in the SS/HS project) and the local evaluator. Subsequent pre-site discussions between the NET and the project director will help clarify the purpose and intent of the visit. Additionally, the site lead will send the project director a written confirmation of the site visit, a copy of the data collection guide, and a proposed schedule for on-site interviews. The project director will be asked to finalize and return the interview schedule, invite participants and ensure their availability, and arrange a suitable location for the interviews. Formal presentations or luncheons are not expected or necessary.

The purpose of the site visit is to collect baseline information about the local SS/HS project. Discussions with the project director, local evaluator, and required and community partners will help enhance the NET's understanding in five areas:

- ∞ Processes undertaken by the site to plan the SS/HS project
- ∞ Current status of implementation of programs, services, and activities
- ∞ History and update on the partnership
- ∞ Enhanced interagency services
- ∞ Sustainability

The site visit will also provide an opportunity for the grantee and the NET to develop rapport and a shared understanding of the national evaluation.

Conducting the site visits very early is important, because substantial time may have lapsed between grant application submission, grant award, and grant implementation. The NET is aware that at the time of the site visit, some grantees may be finalizing their logic model and/or local evaluation plan, while others may have just begun to implement programs and services. Similarly,

some partnerships may not be fully formed, and some partners may have met only a few times, if at all.

6. What is the time frame for administering the optional student and parent School Climate Surveys?

The NET suggests administering the optional student and parent School Climate Surveys during the same time frame as the staff School Climate Survey.

7. Why can't surveys be customized to reflect the site's name or to change/add questions?

The NET does not have the resources to customize each survey instrument to reflect a site-specific name and/or set of questions.